



WASHOE COUNTY

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CM/ACM YF

Finance DN

DA PAW

Risk Mgmt. N/A

HR N/A

Other N/A

STAFF REPORT

BOARD MEETING DATE: OCTOBER 14, 2014

DATE: September 19, 2014

TO: Board of County Commissioners

FROM: Don C. Jeppson, County Building Official
Building & Safety, 328-2030, dcjeppson@washoecounty.us

THROUGH: Dave Solaro, Arch., P.E., Director
Community Services Department, 328-2040, dsolaro@washoecounty.us

SUBJECT: Approve vehicle purchases for Building & Safety totaling \$101,984.83; and if approved, adopt a Resolution to augment the budget of the Washoe County Building and Safety Enterprise Fund in the amount of \$30,000; and direct the Comptroller's Office to make the appropriate adjustments. (All Commission Districts.)

SUMMARY

This item is seeking approval to purchase three 2014 Toyota FJ Cruisers (one at \$33,884.09; one at \$33,978.49; and one at \$34,122.25) for Building & Safety for a total purchase price of \$101,984.83.

The vehicles will be purchased from Carson City Toyota through the State of Nevada Fleet Vehicles contract #8036. Pricing offered includes optional equipment not part of the state contract as these vehicles are in stock and available for immediate delivery, and represents the last three FJ Cruisers available from the dealer.

Building & Safety has seven 4WD vehicles in the current fleet. The vehicle purchases will add one vehicle to the fleet and replace two 2005 Ford Explorers (each having more than 120K miles) to bring the total Building & Safety fleet to eight vehicles.

Strategic Objective supported by this item: Safe, secure and health communities.

PREVIOUS ACTION

On May 19, 2014, the Board approved the Building & Safety budget of \$2.31 million including \$85,000 for two vehicles.

BACKGROUND

The Building and Safety staff identified the following requirements for an inspection vehicle:

- Must be 4WD with good ground clearance for all season driving on rural roads, construction sites, and disaster sites. Good ground clearance also helps reduce the chance of accidental ignition of dry vegetation.

AGENDA ITEM # 24

- Must have good travel range (gas mileage and tank size) to reduce frequent fill ups and to access remote construction sites or remote areas of the County.
- Must have a tight turn radius to aid driving on confined construction sites and narrow roads.
- Must have a roomy cab with several USB charging points. The vehicle basically is a mobile field office for the inspector to enter data into the computer, to charge devices, and to process paperwork. During damage assessments two or more inspectors may operate out of a single vehicle so there must be room for additional gear.
- Must have an enclosed cargo area to securely store damage assessment equipment and other inspection gear.

Staff researched Special Utility Vehicles (SUVs) and crossover vehicles that were listed on the State Contract and then visited local dealers to view and test drive. The vehicle that met all of the requirements above and had the best staff reviews was the 2014 Toyota FJ Cruiser. The FJ has the tightest turn radius, the highest ground clearance, the largest fuel tank, a roomy cab and cargo area, rates high for resale, and compares well in gas mileage.

FISCAL IMPACT

The Board approved the purchase of two vehicles in Building & Safety's Fiscal Year 2014-15 budget in the amount of \$85,000. The total cost of three vehicles, to add one to the fleet and replace two, is \$101,985, a difference of \$16,985. The cost to outfit all three vehicles with decals, radios, and computer stands, and snow tires for one vehicle, is estimated at \$13,000.

Fiscal 2013-14 revenues were \$765,715 higher than budget. Fiscal 2012-13 revenues were \$264,790 higher than budget. This trend is expected to continue, with 2014-15 revenue of \$2.1 million approved in the current budget. To accommodate the cost of an additional (non-replacement) vehicle, budget authority for Building and Safety needs to be increased for the 2014-15 fiscal year by \$30,000.

Building and Safety Enterprise Fund

<u>Source of Funds</u>		
Net Assets	Un-appropriated net assets	\$1,315,993
<u>Increase Expenses</u>		
600051-781007	Vehicles Capital	\$ 30,000

Operating costs for Building & Safety's seven existing vehicles are contained in the FY15 budget. Sufficient budget exists for operating costs of the additional vehicle.

RECOMMENDATION

It is recommended the Board of County Commissioners approve vehicle purchases for Building & Safety totaling \$101,984.83; and if approved, adopt a Resolution to augment the budget of the Washoe County Building and Safety Enterprise Fund in the amount of \$30,000; and direct the Comptroller's Office to make the appropriate adjustments.

POSSIBLE MOTION

Should the Board agree with the recommendation, a possible motion would be:

“Move to approve vehicle purchases for Building & Safety totaling \$101,984.83; and if approved, adopt a Resolution to augment the budget of the Washoe County Building and Safety Enterprise Fund in the amount of \$30,000; and direct the Comptroller’s Office to make the appropriate adjustments.”

RESOLUTION

TO AUGMENT THE BUDGET OF THE WASHOE COUNTY BUILDING AND SAFETY ENTERPRISE FUND

WHEREAS, the replacement of two 2005 vehicles used by the Building and Safety Inspection staff were identified as needing replacement and appropriate budget authority was included in the Fiscal Year 2015 budget; and

WHEREAS, Building and Safety staff, in fiscal year 2007, utilized a total fleet of 15 vehicles,

WHEREAS, Building and Safety staff currently utilizes a fleet of seven vehicles,

WHEREAS, the increased workload of the Building and Safety Enterprise Fund requires one additional new vehicle in fiscal year 2015; and

WHEREAS, the additional vehicle was not budgeted for in fiscal year 2015; and

WHEREAS, the Building and Safety Enterprise Fund has the cash to pay for the added vehicle, but not the budget authority; and

NOW THEREFORE BE IT RESOLVED, by the Board of County Commissioners of the County of Washoe, State of Nevada:

Section 1. That the budget of the Washoe County Building and Safety Enterprise Fund be adjusted as follows:

<u>Building and Safety Enterprise Fund</u>		
<u>Source of Funds</u>		
Net Assets	Un-appropriated net assets	\$1,315,993
<u>Increase Expenses</u>		
600051-781007	Vehicles Capital	\$ 30,000

Section 2. This Resolution shall be effective on passage and approval.

Section 3. The County Clerk is hereby directed to distribute copies of the Resolution to the Comptroller's Office.

Adopted this _____ day of _____, 2014.

Chairman, Washoe County
Board of County Commissioners

ATTEST:

County Clerk